



CITY COUNCIL AGENDA
August 21, 2023
CERTIFICATIONS

J. Lloyd Snook, III, Mayor
Juandiego Wade, Vice Mayor
Michael K. Payne, Councilor
Brian R. Pinkston, Councilor
Leah Puryear, Councilor
Kyna Thomas, Clerk

4:00 PM OPENING SESSION

Call to Order/Roll Call

Agenda Approval APPROVED 5-0 (WADE/PINKSTON)

Reports

1. Presentation: Ranked Choice Voting
2. Report: Charlottesville Area Alliance Annual Presentation
3. Report: Botanical Garden of the Piedmont

5:30 PM CLOSED MEETING (if called)

Vote to meet in closed session APPROVED 5-0 (PINKSTON/PURYEAR)

Vote to certify closed session APPROVED 5-0 (PINKSTON/PAYNE)

6:30 PM BUSINESS SESSION

Moment of Silence

Announcements

Recognitions/Proclamations

Consent Agenda* APPROVED 5-0 (PINKSTON/PAYNE)

4. Minutes: July 13 joint Planning Commission-City Council work session, July 20 special meeting
5. Resolution: #R-23-115
#R-23-116
Minor Amendment to HOME FY 2023-2024 Action Plan to reprogram unspent HOME Funds from prior years to support energy-efficiency home rehabilitations through the Local Energy Alliance Program (LEAP), approximately \$111,749 (1 reading)
6. Resolution: Resolution to appropriate funds from the Department of Housing and Community Development - Virginia Homeless Solutions Program Grant \$ 539,369 (1 of 2 readings)
7. Resolution: Resolution to appropriate funds from the Department of Criminal Justice Systems FREE GRANT School Security Officer: School Resource Officer Incentive Grant Program - \$150,000 (1 of 2 readings)
8. Resolution: Resolution to appropriate funds from the Safe Routes to School Non-infrastructure Grant - \$33,150 (1 of 2 readings)

City Manager Report

- Report: Quarterly Financial Report

Community Matters

Action Items

9. Public: Public Hearing and Ordinance to approve 601 West Main Street Land Sale

Hearing/Ord.: (1 of 2 readings)

10. Resolution: Resolution to Approve Compensation Policy and Pay Structure for City of Charlottesville Employees (1 reading)
#R-23-117 APPROVED 5-0 (PINKSTON/PURYEAR)
11. Resolution: Resolution supporting the Sister Cities Commission's request to host a delegation from the Charlottesville Friendship City, Huehuetenango, Guatemala for an exploratory visit (1 reading)
#R-23-118 APPROVED 5-0 (PAYNE/PINKSTON)
12. Resolution: Resolution to approve Land Acquisition of Property on Moores Creek for Park and Trail Use - 410 Old Lynchburg Road (1 reading)
#R-23-119 APPROVED 5-0 (PAYNE/PINKSTON)
13. Resolution: Resolution to approve HOME-ARP FY 2023-2024 Action Plan and appropriate funds of approximately \$347,404 (1 of 2 readings)
14. Resolution: Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs
- a. Resolution: Resolution to approve the Program Year (PY) 2022-2023 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Programs (1 reading)
#R-23-120 APPROVED 5-0 (PAYNE/PURYEAR)
- b. Resolution: Resolution to establish City Council Priorities for the PY 2024-2025 CDBG and HOME Programs (1 reading)
#R-23-121 APPROVED 5-0 (PINKSTON/WADE)
15. Resolution: Resolution to approve the Sixth Amended Grant Agreement, Charlottesville Supplemental Rental Assistance Program (CSRAP) (1 reading)
#R-23-122 APPROVED 5-0 (PINKSTON/PAYNE)

General Business

16. Report: Internal Work Group on Gun Violence

Other Business

Community Matters (2)

Adjournment

RESOLUTION

**Resolution Approving the Reprogramming of Unspent HOME Funds
from FY 2021-2022 and FY 2022-2023 to Support Energy-Efficiency Home Rehabilitations
through the Local Energy Alliance Program (LEAP),
in the Amount of Approximately \$111,749.90**

WHEREAS the City of Charlottesville has been designated as an Entitlement Community by the United States Department of Housing and Urban Development (HUD), and as such is a recipient of federal funds through the HOME Investment Partnerships program, and

WHEREAS the City is a contributing member of the Thomas Jefferson Area HOME Consortium, in partnership with the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in HUD's HOME program, and

WHEREAS city staff have recently identified unspent HOME program funds initially approved by Council for award in fiscal years 2021-2022 and 2022-2023 to the Local Energy Alliance Program (LEAP), in the amount of approximately \$111,749.90, that were unused by LEAP due, in large part, to challenges they experienced during the recent COVID pandemic, including delays to a solar panel installation program by Dominion Energy, and

WHEREAS LEAP has resolved these challenges to program implementation and have identified new qualifying projects that will implement energy efficiency related home repairs and rehabilitations for income-qualified homeowners, now

THEREFORE, BE IT RESOLVED that the City Council of Charlottesville, Virginia, hereby approves the reprogramming of unspent HOME funds awarded to LEAP to support new efforts by LEAP to implement energy efficiency related home repairs and rehabilitations for income-qualified homeowners within the City of Charlottesville and the necessary appropriation of funds.

RESOLUTION

**Appropriation of Unspent HOME Funds from FY 2021-2022 and FY 2022-2023
from FY 2021-2022 and FY 2022-2023 to Support Energy-Efficiency Home Rehabilitations
through the Local Energy Alliance Program (LEAP),
in the Amount of Approximately \$134,099.88**

WHEREAS city staff have recently identified unspent HOME program funds initially approved by Council for award to the Local Energy Alliance Program (LEAP) that were unused by LEAP due, in large part, to challenges they experienced during the recent COVID pandemic, including delays to a solar panel installation program by Dominion Energy, and

WHEREAS LEAP has informed staff of the Thomas Jefferson Planning District Commission (TJPDC), who coordinates HOME activities on behalf of the Consortium members, that they have now identified home repair projects that meet the objectives the original Scope of Work for each fiscal year and that would significantly benefit income-qualified homeowners in the City of Charlottesville, now

THEREFORE BE IT RESOLVED by the City Council of Charlottesville, Virginia, that said unspent HOME program funds are hereby appropriated to the following individual expenditure accounts in the city's HOME Fund in accordance with the respective purposes set forth; provided, however, that the City Manager is hereby authorized to transfer funds between and among such individual accounts as circumstances may require, to the extent permitted by applicable federal grant regulations, as set forth below:

Reprogramming Unspent HOME Funds

Fund	Account Code	Reprogrammed HOME Funds	Amount
210	1900463	From LEAP FY21 CDBG Assisted Home Energy Performance	\$18,271.77
210	1900463	From LEAP FY22 CDBG Assisted Home Energy Performance	\$93,478.13
Subtotal HOME Reprogrammed Funds			\$111,749.90

HOME Local Match Funds

Fund	Account Code	Local Match Requirement	Amount
210	1900463	HOME Local Match Appropriation from CAHF @ 20% (from CP-0084 to 1900463)	\$22,349.98
Subtotal Local HOME Match from CAHF			\$22,349.98

BE IT FURTHER RESOLVED that the amounts appropriated above within this resolution will be provided as grants to public agencies or private non-profit, charitable organizations (individually and collectively, “subrecipients”) and shall be utilized by the subrecipients solely for the purpose stated within their grant applications. The City Manager is hereby authorized to enter into agreements with each subrecipient as deemed advisable, to ensure that the grants are expended for their intended purposes and in accordance with applicable federal and state laws and regulations. To this end, the City Manager, the Director of Finance, and public officers to whom any responsibility is delegated by the City Manager pursuant to City Code Section 2-147 are authorized to establish administrative procedures and provide for guidance and assistance in subrecipients’ execution of the funded programs.

**RESOLUTION
ADOPTING AN UPDATED COMPENSATION PLAN PAY SCALE FOR EMPLOYEES
OF THE CITY OF CHARLOTTESVILLE**

WHEREAS, the City of Charlottesville wishes to provide a fair and equitable compensation and classification program for all employees; and

WHEREAS, the City of Charlottesville adopted a Personnel Policy on October 17, 2022; and

WHEREAS, the adopted Personnel Policy requires an updated and revised classification and pay plans, along with a revised and updated compensation policy; and

WHEREAS, the City of Charlottesville engaged with Gallagher, a global consulting service, to engage in a Classification and Compensation Plan that was completed in March 2023; and

WHEREAS, the results of the Classification and Compensation Study have been reviewed by City staff and presented to the City Council that contained recommendations for updates to the classification plan and pay plan; and

WHEREAS, Chapter 19, Article I, Section 19-3 of the Charlottesville Code of Ordinances requires that the organization have a pay plan consisting of a salary range for each class of positions in the aforementioned classification plan, which shall provide for increments within such range to be earned by length of service and satisfactory performance; and

WHEREAS, Chapter 19, Article I, Section 19-3 of the Charlottesville Code of Ordinances requires that such a pay plan be submitted to the city council by the city manager for review and approval; and

WHEREAS, the City of Charlottesville engaged in appropriate revisions of the Classification Plan and Pay Plan and Policies in accordance with the presented Classification and Compensation presentation and the aforementioned Code of Ordinances sections;

NOW, THEREFORE, BE IT RESOLVED, by the Charlottesville City Council that the Employee Compensation Plan, also known as a pay plan, and City Compensation Policy be approved with implementation effective August 21, 2023, subject to annual appropriation of funds.

**RESOLUTION APPROVING AN EXPLORATORY VISIT BY
HUEHUETENANGO SISTER CITIES DELEGATION**

WHEREAS, following a thorough selection process involving substantial public input, the Charlottesville Sister Cities Commission (CSCC), in 2020, initiated a Sister City partnership with Huehuetenango, Guatemala;

WHEREAS, representatives of Charlottesville and Huehuetenango wish to learn more about each city's culture, government, businesses, and institutions, and further explore possible areas for collaboration between the cities;

WHEREAS, CSCC guidelines for affiliating with a new Sister City require at least one exploratory visit between the cities as they consider the creation of a Memorandum of Understanding to formalize the terms of a Sister City partnership;

WHEREAS, representatives of Huehuetenango's community and local government have expressed a desire to visit the Charlottesville area in the coming months;

NOW, THEREFORE, BE IT RESOLVED by the Charlottesville City Council that a visit by representatives of Huehuetenango to the Charlottesville area is supported and approved, and the Charlottesville community welcomes the continued collaboration and cultural exchange with Huehuetenango.

**RESOLUTION
APPROVING THE ACQUISITION OF LAND
AT 410 OLD LYNCHBURG ROAD**

WHEREAS, the City of Charlottesville seeks to expand publically available areas for park, and trail uses, recreational enjoyment, and community agricultural purposes; and

WHEREAS, MOORES CREEK FARM LLC (the “Owner”) is the owner of land designated as County Parcel ID 07600-00-00-055E0, located on Interstate 64, Moores Creek and State Route 780 (Old Lynchburg Road), and has indicated a willingness to convey the subject land to the City of Charlottesville for creation of trail(s) and parkland (the “Property”); and

WHEREAS, the land to be conveyed, hereinafter the “Property”, is described as follows:

All that certain parcel of land with improvements thereon and appurtenances thereto, situated in the County of Albemarle, Virginia on the north side of Interstate 64 and the east side of State Route 780, containing 8.45 acres, more or less, as shown on a Boundary Survey Plat by Roger W. Ray & Assoc., Inc., dated May 11, 2023.

BEING the same property conveyed to Moores Creek Farm LLC, a Virginia limited liability company, by deed from Erin Lynn Page, Leigh Ann Cason Walsh, Kelley Marie Thomas, Richard Clay Cason, Jr., Hazel Patricia Holland, George Albert Cason, Jr., and Jaqueline Fay Cornachio dated December 1, 2021, and recorded March 16, 2022 in the Clerk’s Office of the Circuit Court of Albemarle County, Virginia, as Instrument No. 202200003237.

WHEREAS, Owner has agreed to convey to the City the Property for the purchase price of \$350,000; and

WHEREAS, funds are available for the purchase and development of the Property through grants from Virginia Land Conservation Fund and Land and Water Conservation Fund managed by the Parks and Recreation Department (Account PR-001); and

WHEREAS, the Department of Parks and Recreation seeks approval from City Council to proceed with the purchase of the above-described Property at a purchase price of \$350,000, with funding supplied by use of funds from the Virginia Land Conservation Fund and the Land and Water Conservation Fund through the Parks and Recreation trails and parkland fund; and

WHEREAS, use of such funding shall require the recording of a deed restriction on the parcel referenced herein; and

WHEREAS, upon acquisition, the Property at 410 Old Lynchburg Road will be added into the public park system; and

WHEREAS, a draft sales Agreement has been approved as to form by the City Attorney's Office and the City Manager, or their designee, is hereby authorized to sign this agreement in a substantially similar format and to proceed with the steps necessary to acquire and convey said land; now, therefore,

BE IT RESOLVED, by the Council of the City of Charlottesville, that it hereby authorizes the purchase of the above-described Property for creation of parkland and the placement of deed restrictions on the Property. The City Manager and City Attorney's Office shall take whatever actions are necessary to effect the acquisition of the above-described Property and required recordings, pursuant to the terms and conditions set forth herein.

**Resolution to Approve the City of Charlottesville Consolidated Annual Performance
and Evaluation Report (CAPER) for the Program Year (PY) 2022-2023
CDBG & HOME Programs**

WHEREAS the City of Charlottesville has been designated as an Entitlement Community by the United States Department of Housing and Urban Development (HUD), and as such is a recipient of federal funds through the Community Development Block Grant (CDBG) & HOME Investment Partnerships (HOME) programs, and

WHEREAS the City is a contributing member of the Thomas Jefferson Area HOME Consortium (TJAHC), in partnership with the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in HUD's HOME program, and

WHEREAS Council approved a 5-Year Consolidated Plan for TJAHC covering federal fiscal years 2018-2022 at a public hearing on May 7, 2018, and a 1-Year Annual Plan for the City of Charlottesville at a public hearing on May 16, 2022; and

WHEREAS HUD requires all localities receiving HUD funds to report on their annual accomplishments at the end of each program year through the Consolidated Annual Performance and Evaluation Report (CAPER) tool; now

THEREFORE BE IT RESOLVED that the City Council of Charlottesville, Virginia, hereby approves the city's Consolidated Annual Performance and Evaluation Report (CAPER) for PY 2022-2023.

**Resolution to Establish Council Priorities for the PY 2024-2025
Community Development Block Grant (CDBG) &
HOME Investment Partnerships (HOME) Programs**

WHEREAS the City of Charlottesville has been designated as an Entitlement Community by the United States Department of Housing and Urban Development (HUD), and as such is a recipient of federal funds through the Community Development Block Grant (CDBG) & HOME Investment Partnerships (HOME) programs, and

WHEREAS the City is a contributing member of the Thomas Jefferson Area HOME Consortium (TJAHC), in partnership with the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in HUD's HOME program, and

WHEREAS in accordance with the City of Charlottesville's HUD-approved Citizen Participation Plan, the city's CDBG/HOME Task Force composed of residents and community representatives will be called on to review requests for funding of potential CDBG & HOME projects and to make recommendations for funding to Council in the Spring of 2024; now

THEREFORE BE IT RESOLVED by the City Council of Charlottesville, Virginia, that the priorities and spending allowances for the FY 2024-2025 CDBG & HOME programs shall be as follows:

- A continued emphasis on expanding access to affordable housing opportunities (including but not limited to low-income housing redevelopment); workforce development (including but not limited to efforts to bolster Section 3 training opportunities and partnerships with the City's GO programs); microenterprise assistance; access to quality childcare; homeowner rehabilitation and energy-efficiency upgrades; down payment assistance; and improvements to public infrastructure improvements designed to eliminate or reduce barriers to access to public amenities for mobility-impaired residents
- For FY 24-25, \$89,896.51 of CDBG Entitlement funds (EN) shall be set aside for Economic Development programs
- For FY 23-34 \$89,896.51 of CDBG Entitlement funds (EN) shall be set aside for Public Facilities and Improvements, with an emphasis on projects to eliminate or reduce barriers to access for mobility-impaired residents
- The CDBG Admin and Planning budget shall be set at 20% of the total CDBG entitlement
- Any other guidelines or directions Council may wish to give in determining how CDBG and HOME funds should be spent

RESOLUTION
APPROVING THE SIXTH AMENDED GRANT AGREEMENT FOR THE
CHARLOTTESVILLE SUPPLEMENTAL RENTAL ASSISTANCE PROGRAM
FOR THE FISCAL YEAR BEGINNING JULY 1, 2023

WHEREAS, on June 19, 2017, the City of Charlottesville approved the creation of the city-funded Charlottesville Supplemental Rental Assistance Program (“CSRAP”), and on April 11, 2023, City Council approved an allocation of \$900,000 from the Capital Improvement Program funds to be used for the CSRAP program, which CRHA will administer; and

WHEREAS the terms and conditions under which the Charlottesville Redevelopment and Housing Authority (“CRHA”) will administer the CSRAP Program are set forth within a written grant agreement effective for the fiscal year beginning July 1, 2023, which has been reviewed by City Council this same date.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia, **THAT**:

1. The CSRAP program shall be administered by CRHA in accordance with the terms and conditions set forth within the CSRAP grant agreement effective for the fiscal year beginning July 1, 2023, which is hereby approved by this City Council; and
2. The City Manager is authorized to execute the CSRAP grant agreement on behalf of the City of Charlottesville, and the City Manager and City staff are authorized and directed to apply the funding allocated above to the CSRAP program in accordance with the terms set out within the CSRAP grant agreement.